

INITIALS _____

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Joanna L. Bilotta-Simeone, Chair
Nathan J. Lockwood, Vice-Chair
Damon McQuaid, Clk.
Kenneth Chenis, Mbr.
Marion M. Benson, Planning Director



Tel: (978) 582-4147, ext 5
Fax: (978) 582-4353
960 Massachusetts Avenue
Lunenburg, MA 01462

Minutes
June 9, 2014

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Joanna L. Bilotta-Simeone, Nathan J. Lockwood, Damon McQuaid, Kenneth Chenis

Also Present: Chantell Fleck, MRPC

BOARD COMMENT: Vacancy- J. Bilotta-Simeone noted interested individuals should fill out a Talent Bank form.

Motion N. Lockwood to enter into Public Hearing for Highfield Village and then return to regular session, Second, D. McQuaid, all aye.

PUBLIC HEARING (cont'd), Highfield Village, Northfield Road- See separate minutes.

MS/HS Project- Represented by D. Warner, Warner Larson Landscape Architects; C. Hay, Tappe Associates; A. Gallagher and S. Smith, Nitsch Engineering. Recap of plan introduction to the Board on May 12th and in house tech meeting on May 21st. Submittal reviewed by Whitman and Bingham Associates (WBA). Telephonic conference held this date with applicant and WBA to go over review. An item of concern from the tech meeting was the amount of queuing at the drop-off loop. In response the applicant has widened the drive back to where it is already greater than 32 feet in width (towards Massachusetts Avenue end) in order to have a dedicated queuing lane while still having two-way traffic. A fire lane will circumnavigate the building. Sight distances for two of the three entrances are okay. Third entrance where the student parking is located sight distance not suitable. There is no posted speed limit; Police Chief notes speed limit of 30 due to density. Recommendation from applicant's engineer is to post speed limit in advance of the intersection so it can be enforceable. Also, vegetation clearing will take place and possible pavement markings. When those changes are implemented off-site, the stopping distance will be acceptable. D. Warner has the understanding that the Town has its own method for off-site traffic improvements so they are not incorporated into the MS/HS design.

Anthony Cleaves, WBA presented review (on file in Planning Office). He noted that for the benefit of the Board this was reviewed as WBA would review any project. J. Bilotta-Simeone noted that under MGL ch 40A Section 3 "...no zoning ordinance or by-law shall regulate or restrict the use of land or structures...for educational purposes...however, that such land or structures may be subject to reasonable regulations..." WBA review comments came under the following headings- protective bylaws; subdivision rules and regulations; Planning Board regulations on design, construction and maintenance of off-street parking and loading area; stormwater management; general comments. Of particular concern to WBA were #17, 19, 25 (it was noted that the DPW Director was unable to attend the complete in-house tech meeting and he needs to be aware of WBA review of those three items).

S. Smith noted that stormwater-wise the site is challenging. It all flows southeast to a 30 inch culvert under Massachusetts Avenue. This drives the applicant's intent to maintain 24 inch line so the water is not released at a rate greater than the peak. Therefore peak flow is being mitigated. They do not want to put in a 36 inch line that goes down into a 30 inch line. Will also be putting in two underground infiltration systems and two large storm pipes acting as detention systems.

N. Lockwood inquired of consequences if system could not handle discharge. A. Cleaves noted if water restricted too much, it can come out of manholes at certain storm events. The Town needs to be aware of this.

D. McQuaid inquired of property line between site and Passios. Can be subdivided, but there is no frontage for Passios as it is on a driveway. Town will have to determine how to create frontage. (Run Memorial Drive in front of Passios?) D. McQuaid opined having the Massachusetts Avenue to Oak Avenue drive brought up to standards for a road. This would provide frontage for Passios. D. Warner had no quantitative response at this time.

Mike Mackin, Chair, School Building Committee- Any change from design of drive into a road would be borne by the Town; MSBA would not participate.

There was discussion surrounding parking. Parking will be increasing by approximately 27 spaces for a total of 508 spaces (total capacity need for largest event).

Discussion on offsets between Passios and proposed HS driveway – 45 – 50 feet between existing building and proposed curb line of driveway. How close can the lot line be to the driveway and still be a conforming lot? Zoning bylaw requires 40 foot offset.

Applicant requesting conditional acceptance of the plan as accepted, with revisions that will be made satisfactorily to WBA. Applicant anticipates having revisions to WBA in two weeks. WBA will then have to review. Board will defer conditional acceptance. Consensus was to attempt to have a review done by the June 23rd meeting, but if necessary, defer to the July 14th meeting.

ELMWOOD ROAD SUBDIVISION: Covenant Endorsement- Covenant will bind the developer to building the roadway and utilities according to the approved plan. No lots can be conveyed to third parties and no building permits can be issued unless the roadway is built to the plan specifications. Developer may request Covenant be released as site work progresses and a different form of surety be put in force which will allow building permits to be issued. Motion, N. Lockwood to accept the Form H Covenant, Second, D. McQuaid, all aye.

ANR: Montuori Farms LLC, 174 Northfield Road- Plan presented by F. Preston, WBA. Land consists of 20 acres. Division will create two 10-acre lots. Submittal packet included Board of Health (BOH) acceptance of septic design. Sewer Commission letter noted they will not extend sewer to that property. F. Preston noted no connection to Town sewer required; a septic system design has been approved by the BOH. D. McDonald, Vice Chair Sewer Commission noted property is outside the Sewer District and the Commission has no plans to extend sewer to Northfield Road. Plan accepted for review.

BOARD REORGANIZATION:

Motion, D. McQuaid, to nominate J. Bilotta-Simeone to represent the Planning Board on the Capital Planning Committee, Second, K. Chenis, all aye.

Motion, N. Lockwood, to nominate K. Chenis to represent the Planning Board on the Montachusets Joint Transportation Committee, Second, D. McQuaid, all aye.

MINUTES APPROVAL: Motion, N. Lockwood, to approve 5/27/14, Second, K. Chenis.

COMMITTEE REPORTS:

MJTC - No report.

MRPC, J. Bilotta-Simeone- No update since last meeting.

School Building Committee, N. Lockwood- Project site work being bid. MSBA issues noted at last Board meeting have been resolved.

Building Reuse Committee, D. McQuaid- Committee looking at space needs of Town staff and how to look at maximizing use of Town Hall space. Old Primary School has been added to Re-Use Committee marketing review.

NEW BUSINESS/DEVELOPMENT STATUS REPORTS:

145 Page Street, Right of First Refusal- The Town has 120 days to exercise its Right of first Refusal. Town Manager requesting comments as to whether or not the Board believes the Town should attempt to acquire the property. Board will make a decision at its June 23rd meeting as to response. N. Lockwood requested C. Fleck to determine if any Town-owned land is adjacent to the property.

Inclusionary Zoning- N. Lockwood attended seminar. Inclusionary zoning works with the bylaws to encourage affordable housing.

MS/HS Project- See above.

Highfield Village- See above.

Force Corporation, 305 Leominster Shirley Road- Developer has not had a chance to move the fence. Just finished the septic system. Hopes to be able to move the fence in about two weeks.

Definitive Subdivision, 50 Elmwood Road- See above.

Whites Woods- No report.

Emerald Place at Lake Whalom- No report.

651 Chase Road Solar- Planting ongoing. Site cleanup finishing up. Unitil on Chase Road doing pole work.

265 Pleasant Street Solar- Plantings finishing up.

White Tail Crossing- Form of surety was a Covenant stating that no building would take place until construction of roadway and utilities completed. History of the project shows that both building and occupancy permits have been issued. The road has not yet been accepted as a Town road. C. Fleck recommended the current owner come before the Board to change their form of surety to either a Tri Party agreement or a bond; then the Covenant can be released. C. Fleck also recommended getting an estimate from the reviewing engineer as to the cost of completing the road in order for the developer to set the surety amount.

ACTION FILE:

250 Whalom Road, Lunenburg Village- No update.

MRPC Traffic Counts- Board's requested count for Goodrich and Lancaster signed by the Board of Selectmen.

40 Leominster Shirley Road- D. McQuaid noted the Chair of the Historical Commission will be sending a letter to EBI Consulting noting that the only potential impact from the proposed cell tower is that Lancaster Road is a designated scenic road and the Commission would hope that the tower is not visible from Lancaster Avenue.

Village District Draft Bylaw- Joint workshop to be held June 18th with the Building Re-Use Committee. D. McQuaid noted the Envisioning Session by the Historical Commission will be June 30th, 6:30 PM, Town Hall.

Master Plan- Board workshop to be held June 16th (see meeting schedule below).

Notices and Communications- Noted

MEETING SCHEDULE:

June 16, 6:30 PM, Ritter Building, Master Plan Workshop

June 18, 6:30 PM, Ritter Building, workshop with Re-Use Committee

June 23, 6:30 PM, Town Hall

BOARD COMMENT: J. Bilotta-Simeone and N. Lockwood attended an Economic Development meeting at Mount Wachusett Community College. J. Bilotta-Simeone noted that the Board should review the Sign Bylaw to see if the restrictions imposed hinder Lunenburg in relationship to the meal tax

Motion, D. McQuaid to adjourn, Second, N. Lockwood, Adjourned 9:20 PM.

Documents used at meeting:

Minutes 5/27/14

Form H Covenant, Elmwood Road Subdivision

ANR, 174 Northfield Road

145 Page Street, Right of First Refusal

Inclusionary Zoning Handout

Force Corp. update

Chase Road & Pleasant Street Solar updates

Lancaster Notice of Public Hearing

Town Manager letter to Mr. Bakaysa

Zoning Board of Appeals Notice of Public Hearing